

ADMINISTRATIVE — INTERNAL USE ONLY

*Personnel 17*

8 OCT 1968

MEMORANDUM FOR: Deputy Director for Support

Bob:

All of the letters which the Director personally signs to retirees go over my desk. The other day I had one addressed to an old hand--I think a grade 12--whose record was one of long, faithful, honest service. There had been no points of brilliance but rather the steady production upon which the rest of us perhaps unconsciously depend. Nothing in the record would justify an honor award. I thought, though, how much it would mean to her (it was a woman in this instance) to have a handshake and a personal "Thanks" from her Deputy Director. I would hope of course that her friends had some sort of affair at which someone handed her the Retirement Emblem, but this still wouldn't be appreciated as much as your taking five minutes in your own office and perhaps read the Director's letter. It may be that you do have some such arrangement but, if not, I presume to suggest it.



Robert S. Wattles  
Director of Personnel

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